

MAYOR

Keith Pekau

VILLAGE CLERK

Brian L. Gaspardo

14700 S. Ravinia Avenue
 Orland Park, IL 60462
 (708)403-6100
orlandpark.org



ORLAND PARK

DEVELOPMENT SERVICES**TRUSTEES**

William R. Healy

Cynthia Nelson Katsenes

Michael R. Milani

Sean Kampas

Brian J. Riordan

Joni J. Radaszewski

Date: November 22, 2024

To: Jim Culotta, Interim Village Manager
 Brian West, Interim Assistant Village Manager

From: Steve Marciani, Director of Development Services
 Carrie Haberstich, Assistant Development Services Director

Re: **Ordinance – Text Amendment – Application Fees and Fees per Square Foot**

The purpose of the proposed fee structure is to fully cover Village costs (application intake, plan review, permit issuance, inspections, etc.) when supporting improvements to residential properties. The goal with the new fee structure is to keep the new building permit fee total similar to the existing total fees, while enhancing customer service through predictability.

On November 18, 2024, the Committee of the Whole reviewed the proposed application fee and fees per square foot concepts, along with a comparison of existing Orland Park permit fees, Tinley Park permit fees, and proposed Orland Park permit fees for a 3,198 square-foot, 4 bed, 4 bath, detached single family home that recently received building permits in Orland Park.

In the sample home scenario, Orland Park's existing fees are approximately \$500 less than Tinley Park, while the proposed fees would be approximately \$200 more than Tinley Park. The range from low to high of \$700 appeared to be reasonable; therefore, the COTW directed staff to prepare a text amendment ordinance.

The application fee and fees per square foot are expected to go into effect on February 24, 2025, at the time of the Tyler Technologies permitting and licensing software go-live date, or as soon as possible thereafter, once the fees are programmed into the system:

- The application fee will be \$95.
- The fee per square foot of single family, attached and detached homes:
 - 2,000 SF or less: \$1.70/SF
 - For each additional SF greater than 2,000 SF: \$0.50/SF

The ordinance for BOT consideration is attached. A few clarification items per the COTW discussion in October and November:

- The regulations for 5-2-7-1-1.b. include, "For each additional SF greater than 2,000 SF".
- The regulations for 5-2-7-3 were not originally included in the October 7 COTW text amendment redlines but were included in the draft ordinance prepared for the October 7 BOT meeting, as a minimum inspection fee needed to be updated to \$95.